



Prescribed Burning Volunteer Agreement

| | | | |
|---------------------------------|----------------|--|---|
| Volunteer Name | | Position Title | |
| Address | | City | State ZIP + 4 |
| Daytime Phone No. | Cell Phone No. | Email Address | |
| Emergency Contact | | Emergency Contact Daytime Phone Number | |
| Dates of Agreement (mm/dd/ccyy) | | Scheduled Hours/Week | Schedule (e.g., every Friday, Wednesday through Saturday, varies, etc.) |
| From | To | | |
| Volunteer Location | | | |
| Name of State Agency | | Site/Program/Activity | |
| Address | | City | State ZIP + 4 |
| Volunteer Supervisor Name | | Title | Phone Number |

This agreement for volunteer services is entered into by and between the volunteer and the State agency named above. The volunteer and the State agency mutually agree to the following responsibilities:

Volunteer

1. Will be under the supervision, direction and control of the supervisor named above.
 2. Shall be available for scheduled service time(s) listed above.
 3. Understands that s/he is a volunteer and NOT an employee of the State of Wisconsin or the State agency named above and is not eligible for any benefits, including Worker's Compensation.
 4. Understands all duties expected to be performed that appear on the Position Description and that additional duties may be added as needed.
 5. Understands all work rules that are to be followed.
 6. Understands that the State agency named above will provide no compensation.
 7. If volunteer will be driving a State vehicle as part of his/her assigned duties, s/he will only do so after completing a Volunteer Driver Vehicle Use Agreement (DOA-3685), receiving and understanding the statewide Fleet Driver and Management Policies and Procedures; meeting the minimum driving standards, receiving proper authorization to drive a State vehicle, and, when driving a vehicle, will strictly follow the route designated by the agency.
 8. Shall meet, at a minimum, Wisconsin Dept. of Natural Resources "Prescribed Burn Position Standard FFT2 - Basic Fire Crew Member", and shall have completed the required training to meet the standard (NWCG sanctioned courses: I-100, S-190, S-130)
- Verification of course completion certificates: Viewed and Confirmed by (State Agency Representative)**

Signature _____ or On File ☐ or Attached to volunteer agreement ☐

State Agency Named Above

1. Will provide the volunteer with a Position Description describing duties to be performed.
2. Will provide training required to perform the agreed upon duties.
3. Will educate volunteers on safety awareness in the workplace.
4. Will provide necessary volunteer safety and equipment related items.
5. Will subsequently and periodically review work performance with the volunteer.
6. Will regard the volunteer as an agent of the State as provided in s. 895.46, Wis. Stats. As an agent of the State, the volunteer will be entitled to all the protections provided by s. 895.46, Wis. Stats.
7. Will review and update this Volunteer Agreement on at least an annual basis.

Either the volunteer or the State agency named above may cancel this agreement at any time.

| | |
|--|-------------------|
| Volunteer's Signature | Date (mm/dd/ccyy) |
| Authorized State Agency Representative Signature | Date (mm/dd/ccyy) |

State of Wisconsin
Department of Natural Resources
Risk Management - HR/DR
2421 Darwin Road
Madison, WI 53704-3109

Physical Requirements Acknowledgement
Form 9100-240 (R 2/05)

Notice: All individuals who are asked to perform fireline or prescribed burn duties must complete this form before they may be authorized to assist in these duties. This applies to permanent and seasonal DNR managers who do not have fireline or prescribed burning duties in their position description. Submit completed form to DNR Safety and Risk Management at the address above. Those authorized shall re-submit this acknowledgment each calendar year and as the individual's ability to perform duties changes.

Personal information collected on this form will be provided to the Safety & Risk Management Section for the purpose of risk management and for no other purposes. Information is also accessible to requesters under Wisconsin's Open Records laws (s. 19.32 - 19.39, Wis. Stats.) and requirements.

Participant Information

| | | |
|-----------|-------|----|
| Last Name | First | MI |
|-----------|-------|----|

Participants must receive a copy of Job Task Analysis for Fire Management, as found in Appendix B, Manual Code 9124.2
I hereby acknowledge receipt and full understanding of the physical requirements and activities for the duties of fireline and/or prescribed burning.

I hereby declare and attest that I am not aware of any physical or mental condition that would preclude, inhibit or impact my ability to perform any and all of these physical requirements and activities.

| | |
|-----------------------|------|
| Participant Signature | Date |
|-----------------------|------|

DNR Employee Overseeing Fireline or Prescribed Burn Duties (Incident Commander)

| | | |
|--|-------|--------|
| Last Name | First | MI |
| <input type="radio"/> Parks <input type="radio"/> Wildlife <input type="radio"/> Forestry <input type="radio"/> Endangered Resources | | Region |

Appendix B
Fire Management - Job Task Analysis

PHYSICAL REQUIREMENTS

Indicate the % of time during a typical work day that each of the following strength requirements would be required.

| Activity | Not Required | Less than 25% | 25 to 49% | 50 to 74% | 75% or more |
|--|-----------------|------------------|-----------|-----------|----------------|
| Sedentary Work: Exerting up to 10 pounds of force occasionally* and/or a negligible amount of force frequently**. | | | X | | |
| Light Work: Exerting up to 20 pounds of force occasionally* and/or up to 10 pounds of force frequently**. | | X | | | |
| Medium Work: Exerting 20-50 pounds of force occasionally* and/or 25-50 pounds of force frequently**. | | | X | | |
| Heavy Work: Exerting 50-100 pounds of force occasionally* and/or 25-50 pounds of force frequently**. | | X | | | |
| Very Heavy Work: Exerting in excess of 100 pounds of force occasionally* and/or in excess of 50 pounds of force frequently**. | | X | | | |

* occasionally - activity of conditions exist up to 1/3 of the time.

**frequently - activity or conditions exist from 1/3 to 2/3 of the time.

PHYSICAL ACTIVITY

Indicate the % of time during a typical work day that each of the following physical activities are performed.

| Activity | Not Required | Less than 25% | 25 to 49% | 50 to 74% | 75% or more |
|---|-----------------|------------------|-----------|-----------|----------------|
| Bending at the Waist: Bending body downward and forward by bending the spine at the waist. | | | | X | |
| Kneeling: Bending the legs at the knee to come to rest on the knee or knees. | | X | | | |
| Crouching: Bending the body downward and forward by bending the legs and spine. | | | X | | |
| Crawling: Moving about on the hands and knees or hands and feet. | | X | | | |
| Climbing: Ascending or descending ladders, stairs, ramps, and the like, using the feet and legs and/or hands and arms. | | X | | | |
| Balancing: Maintaining body equilibrium to prevent falling when walking, standing, crouching, on narrow, slippery, or erratically moving surfaces. This factor exceeds that need for ordinary maintenance of body equilibrium. | | | | | X |

| Activity | Not Required | Less than 25% | 25 to 49% | 50 to 74% | 75% or more |
|---|-----------------|------------------|-----------|-----------|----------------|
| Lifting: Raising or lowering an object from one level to another. This includes floor to waist, waist to chest and above the shoulders lifting. | | X | | | |
| Carrying: Transporting an object, usually holding it in the hands or arms on the shoulder. | | | | X | |
| Pushing: using upper extremities to press against with steady force in order to thrust forward, downward or outward. | | X | | | |
| Pulling: Using upper extremities to exert force in order to draw, drag, haul or tug objects in a sustained motion. | | X | | | |
| Reaching: Extending the hands and arms in any direction. | | | X | | |
| Handling: Seizing, holding, grasping, turning, or otherwise working with the hand or hands | | | | | X |
| Fingering: Picking, pinching, or otherwise working with fingers primarily. | | | | | X |
| Sitting: (Particularly for long periods of time.) | | X | | | |
| Standing: Particularly for long periods of time. | | | X | | |
| Talking: Expressing or exchanging ideas by means of the spoken word. | | | | | X |
| Hearing: Perceiving the nature of sounds by the ear with or without correction. | | | | | X |
| Seeing: Obtaining impressions through the eyes of the shape, size, distance, motion, color, or other characteristics of object. X Clarity of vision at 20 feet or more X Clarity of vision at 20 inches or less X Ability to identify and distinguish colors. | | | | | X |
| Walking: Moving on foot | | | | | X |

Appendix C:
Cooper Institute Assessment

| Mandatory Event | Pass Point |
|-----------------|--------------------|
| 1.5 Mile Run | 17 min 35 sec |
| 300 meter | 79 seconds |
| Vertical Jump | 14" |
| 1RM Bench | 58% of body weight |
| Sit ups | 26 |
| Push Ups | 18 |